

ORDINANCE NO.: 32-2021

INTRODUCED BY: COUNCIL PRESIDENT PAUL STIBICH

**AN ORDINANCE AMENDING OLMSTED FALLS
CODIFIED ORDINANCE PART SIX
“ADMINISTRATION,” SECTION 248.03 ENTITLED
“APPROVALS” REGARDING PURCHASING
PROCEDURES**

WHEREAS, it is deemed appropriate and necessary to update the city’s codified ordinances regarding the dollar amount for director’s authority for purchasing in order to create better government fiscal efficiencies. Now therefore,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OLMSTED FALLS, CUYAHOGA COUNTY, STATE OF OHIO, THAT:

SECTION 1. Section 248.03 of the Codified Ordinances of the City entitled APPROVALS is hereby amended as follows: (new material appears like **THIS**; deleted material appears like ~~this~~):

248.03 APPROVALS.

(a) Initial Presentation. Requisitions for purchases up to **ONE THOUSAND DOLLARS (\$1,000.00)** ~~five hundred dollars (\$500.00)~~ may be approved by the supervisor without the approval of the appropriate committee of Council. A requisition shall be presented to the appropriate department director for a purchase of over **ONE THOUSAND DOLLARS (\$1,000.00)** ~~five hundred dollars (\$500.00)~~ and up to **FIVE THOUSAND DOLLARS (\$5,000.00)** ~~two thousand, five hundred dollars (\$2,500)~~, and to the appropriate committee of Council for a purchase of over **FIVE THOUSAND DOLLARS (\$5,000.00)** ~~two thousand, five hundred dollars (\$2,500)~~ and up to fifteen thousand dollars (\$15,000). If disapproved, the requisition shall be so marked, signed and dated by the appropriate department director or the chairperson of the appropriate committee of Council and returned to the department supervisor. If approved, the requisition shall be so marked, signed and dated by the appropriate department director or the chairperson of the appropriate committee of Council or the Mayor.

(b) Review. For a purchase of from **ONE THOUSAND DOLLARS (\$1,000.00)** ~~five hundred dollars (\$500.00)~~ up to **FIVE THOUSAND DOLLARS (\$5,000.00)** ~~two thousand, five hundred dollars (\$2,500)~~, a copy of the requisition, other than the original, or a summary of the pertinent information of all of the requisitions approved during an appropriate period of time, shall be presented to the appropriate committee of Council for review. Any such purchase can become a matter of discussion but it cannot be disapproved. For a purchase of more than **FIVE THOUSAND DOLLARS (\$5,000.00)** ~~two thousand, five hundred dollars (\$2,500)~~, and up to fifteen thousand dollars (\$15,000), written notice of such purchase shall be presented to Council for review and approval.

(c) Council Disapproval. If Council disapproves the requisition, it shall be returned to the department supervisor, marked "Rejected by Council", with the date and the Clerk of Council's signature.

(d) Recordation. The Clerk of Council shall record the disposition of the requisition, whether approved or disapproved, in the Journal of the Proceedings of Council.

SECTION 2. Any and all provisions of the Codified Ordinances of the City inconsistent herewith are hereby repealed, and all other provisions of Chapter 248 of the Codified Ordinances shall remain in full force and effect.

SECTION 3. The Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance have been taken at open meetings of this Council; and that all deliberations of this Council and any of its committees that resulted in such formal action, took place in meetings open to the public, in full compliance with all legal requirements, including without limitation, those set forth in Section 121.22 of the Ohio Revised Code.

SECTION 4. This Ordinance shall take effect at the earliest time allowed by law.

Paul Stibich, President of Council

PASSED: _____

APPROVED: _____
James P. Graven, Mayor

Date

APPROVED AS TO FORM: _____
Andrew D. Bemer, Director of Law

ATTEST: _____
Angela Mancini, Clerk of Council

First Reading: _____

Second Reading: _____

Third Reading: _____

	Yea	Nay
Stibich	_____	_____
Jones	_____	_____
Jansen	_____	_____
McFadden	_____	_____
Munteanu	_____	_____
Buchholz	_____	_____
Chitester	_____	_____